

Missoula Housing Authority Board

Regular Board Meeting
Wednesday, November 15th, 2023

MINUTES-

Members Present: Jack Richards, Jennifer Cerutti, Sam Oliver
VIA Zoom: Sheena Comer Winterer, Kila Sheilds, Tiegan Avery

Members Absent: Collin Bangs, Kaia Peterson

Staff Present: Mary Melton, Debbie Hibbits, Adam Ragsdale, Jim McGrath, Evan Hauser

Guests Present: NONE

- I. Call to Order: The meeting was called to order at 5:30 pm.
- II. Attendance: See above
- III. Approval of Minutes: Regular Board Meeting – October 18, 2023
Cerutti: Moves
Richards: 2nd
Approved
- IV. Commissioner Comments/Conflict of Interest Disclosure: NONE
- V. Public Comments on Items not on the Agenda: NONE
- VI. Action Items:
Resolution: 1155 Approving & Authorizing SEMAP Certification
Richards: Moves
Cerutti: 2nd
Approved
- VII. Staff Reports:
 - a. MHA Pet Policy
Ragsdale: During the pandemic we were closed to the public and employees were allowed to bring dogs in every day. As we continue to talk about reopening to the public, we wanted to codify a formal pet policy. Anything we put in the personnel policy manual must be brought before the board. Are there any thoughts, concerns, or

additions?

Sheilds: Is this going to open up questions about property pet policies for residents? To my knowledge we don't allow any pets that are not service animals.

Melton: We actually do have pet policies in place at 6 of our properties(MHA Homes, Wildflower, Trinity, Villagio, Parkside, & Silvertip).

Hauser: It is in the policy to keep pets out of common areas unless on a leash so it would keep pets in offices.

b. October 18th Annual Report to City Housing, Redevelopment, and Community Programs Committee. Public reaction discussion.

Oliver: It was a great Idea and reminded us why we do it. It got us in the public eye and went along with our strategic planning. It served its purpose, and we look forward to doing it each year. We are doing such great work collectively here.

c. Potential Stonehouse change of use

Oliver: 819 Stoddard is a property that was used as a meeting space for MHA. It has been sitting vacant and we are not able to do any sort of disposition with the property until we have our official closeout of Public Housing. In the meantime, we hooked it up to utilities and took care of some maintenance issues. We cannot repurpose this as a rental due to past modifications. We were approached by the folks at Alliance Church wanting to use the space for their community outreach related to housing. We will need to make it clear that this space cannot be used for anything faith related to keep in line with our business. The lease will need to give us maximum flexibility pending PH closeout and the future selling of the property.

d. National Museum of Forest Service History Update

Oliver: We had the design team in town last week and we met with the county. We are getting ready to put in for permit. The County said they would need 2 weeks to review and approve the permit. Bristlecone has made sure to take care of any issues outstanding to keep the process moving along smoothly and go to permit. If we have a mild winter, we may break ground as early as February.

e. All Nations Health Meeting w/ Bristlecone

Oliver: I had a meeting with All Nations Health to explore the possibility of Bristlecone as Owners Rep. They have plans to build a large clinic and some associated housing on the same site. I wanted to bring it up to the board that we are seeing a nice uptick in demand for owners' representation services from Bristlecone. If we are chosen to participate it could be a nice future segway for Evan who has been very buried with Trinity and Villagio. This will be further revenue for the organization, which is always good.

f. Villagio Update

Hauser: Not a lot to update. Dick Anderson is fully removed from the job site, so we have been working virtually to take care of warranty items. Property is mostly closed out and is slowing down.

Oliver: Pretty wrapped up and fully functional now. Everything really looks brand new.

g. Trinity Update

Hauser: Since the last meeting we have finished up Burns and people have started moving into the Townhouses. The only building needing TCO is the Navigation Center. After that it will be closing up punch list items and warranty items. Still a fair amount of work and contractors are expected to be here through the end of the year at least.

Oliver: The project is almost fully leased. It has put a lot of stress on staff since we have been moving people in while managing contractors going back into the occupied building and doing work. The onsite property manager is not only overseeing Maple Street Flats but Blue Heron Place as well, which comes with a completely different set of issues and personalities. We are in a period where roles and responsibilities are really being fleshed out. It has been a full-time job for Mary as well, who has had to step in and define these roles and responsibilities with all parties involved. We are so good at what we do and happy to do it that people always try and get us to do more. We have to reach a point where we are firm with all parties. Bright side, a lot of the things we were worried about, most of those things have not come to fruition. It took an extraordinary amount of work, and it is shared by everyone in this room.

h. Closeout of Public Housing

Oliver: Speaking with our HUD rep they are going through their own bunch of challenges. At least we do have a solid contact bird dogging the closeout for us and is keeping us up to date with where we are at. We continue to wait.

VIII. Other Matters:

Ragsdale: Our December board meeting is cancelled. You are all welcome to attend the Holiday party on 12/8/23 4:00pm @ Sons of Norway Lodge.

Meeting adjourned at 6:00 pm

Sam Oliver, Executive Director

Kaia Peterson, Board Chair